

# Memorandum

**Date:** September 17, 2007  
**To:** All Historic Preservation Board Members  
**From:** Dianne Pacewicz, Planner  
**Subject:** Historic Preservation Board

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The Historic Preservation Board will have their next meeting on **Wednesday, September 26, 2007** at 4:30 p.m. The meeting will take place in City Hall (3<sup>rd</sup> Floor, City Commission Chambers). An agenda for this meeting is attached.

Should you have any questions, please feel free to call me at 352-728-9760.  
**We would also ask that you please contact us if you will not be able to attend the September 26, 2007 meeting.**

**City of Leesburg  
Historic Preservation Board  
WEDNESDAY, September 26, 2007  
City Hall  
City Commission Chambers  
4:30 p.m.  
Leesburg, Florida**

**Agenda**

1. Approval of Minutes – September 5, 2007
2. New Case Discussion
  - a. 114 South 5<sup>th</sup> Street (exterior renovations, paint)
3. General Historic Preservation Information
  - a. Lee School (Leesburg Partnership)
4. Appeal for City Annex Building (recap)
5. Plaque Presentation:
  - a. Coca-Cola Building (627 East Main Street) – October 8, 2007
6. Restoration Sign
7. Next Meeting Date: October 24, 2007

Adjourn

<b>ACTION STEP</b>	<b>ESTIMATED DATE OF COMPLETION</b>
Plaques	Ongoing
Tie-in to Rails to Trails	Ongoing
National Register	Schedule presentation for ???
Video Tape (LSCC, Chamber of Commerce)	???

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE PERSONNEL DEPARTMENT, ADA COORDINATOR, 48 HOURS IN ADVANCE OF THE MEETING AT 728-9704.



MINUTES OF THE HISTORIC PRESERVATION MEETING  
FOR THE CITY OF LEESBURG  
WEDNESDAY, September 5, 2007, 4:30 P.M.

The Historic Preservation Meeting for the City of Leesburg held their regularly scheduled meeting on Wednesday, May 23, 2007, at 4:30 p.m. in City Commission Chambers at City Hall. The following members were present:

Robert Bone, Chairman  
David Littleton  
Guy Ross  
Bill Hayes  
Larry Taylor  
John O'Kelley

City staff present included Planning and Zoning Manager Bill Wiley, and Planner Dianne Pacewicz, serving as board secretary.

Interested parties included Linda and Jack Workman, Michael R. Girano, Allen L. Girano and Tracy ???.

**Approval of Minutes – April 25, 2007, June 27, 2007, July 11, 2007, and August 1, 2007**

Larry Taylor made a motion to approve the minutes for April 25, 2007, June 27, 2007, July 11, 2007, and August 1, 2007 with the amendment of the July 11 meeting taking place in the Planning & Zoning Conference Room at 1300 Citizen's Boulevard. Bill Hayes seconded the motion and it carried unanimously without discussion.

**New Case Discussion**

1.1120 Herndon Street

Bill Wiley went over the pictures of this site and explained that the applicant is proposing to finish fencing his backyard using the same wooden fence that is there. The applicant would also like to put a picket type fence in the front of the yard going along the sides up to the sidewalk, not across the front.

Mr. Wiley said that staff has no issues with the type of existing fence in the back. The concern is using a wood style fence in front instead of the white.

Larry Taylor said that a white picket fence would be more appropriate.

Bill Hayes made a motion to approve the addition of the privacy fence and the white picket fence with the scalloped edges in the front of the yard. Larry Taylor seconded the motion which carried 6 to 0.

## 2.114 South 5<sup>th</sup> Street

Bill Wiley explained that a stop work order was issued at this address because there was interior and exterior demolition work being done without a permit. He said that the applicant did not submit information to the staff for review. Staff is therefore not in a position to make a recommendation. The applicant, Michael R. Girano, did bring something in to the meeting today.

Mr. Wiley explained that the outside seating area will remain the same. There will also be exposed brick, and a fixed roof.

Larry Taylor asked if there will be a permanent roof over all of the seating area. Mr. Girano said that the roof will follow the curb line, but back around 6 inches. He also said that there will be simulated patches with red bricks and the existing wrought iron will stay. The new sign will set extend up 6 feet above existing line which will blind some of the air conditioning equipment. The middle window was rotting underneath which is why they pulled it out.

Robert Bone asked if the doors were going to be new. Mr. Girano said that there would be one new door which would match the other one.

Mr. Taylor asked if there would be more lighting in the outdoor seating area. Mr. Girano answered that there will probably be more walkway lighting.

John O'Kelley asked what the issue was with the sign. Mr. Wiley answered that staff didn't have a chance to review it yet but we would like to see a color rendering of the sign to see if it compliments the buildings on both sides. There was also an issue with the sign extending above the roofline. Staff will also need to review the size of the sign.

Mr. Girano said that he wants to do what the City requests of him to do, he would like to finish closing up the front.

Mr. Wiley said that staff would also look at the closing up of the windows. There are some code issues with regarding closing windows up where there is pedestrian traffic downtown. Mr. Bone stated that the lack of windows is unappealing. Mr. Girano said that there will be two 3 x 3 windows and one 6 x 11 window.

Larry Taylor asked if the Board could vote on the concept and approve that, provided it meets code.

Bill Wiley said that there are some issues that staff would need to look into. The extension of the covered area over the seating is also over a City Right-of-Way. The windows in the front are another issue. Also, the permit was for the interior only, and there was structural work going on.

Mr. Taylor said that he thought we were stalled and could we wait until the next meeting. Mr. Bone said that he thought staff should have a chance to review.

Mr. Wiley said that staff would like the opportunity to take some pictures of adjacent buildings, look at the sign issue, and look into the other issues as well.

The Board decided to bring this application back to the next meeting on September 26, 2007.

### **General Historic Preservation Information**

Bill Wiley reviewed the application for 701/703 West Main Street (reroof), which was approved since the last meeting. Robert Bone is the owner of this building and explained that he would also eventually like to replace the windows. Larry Taylor made a motion to allow staff to approve replacement windows. Bill Hayes seconded the motion which carried 5 to 0, with Mr. Bone abstaining from voting.

### **Appeal for City Annex Building**

Dianne Pacewicz will be sending out reminder notifications for this appeal prior to the date of the meeting.

### **Plaque Presentations**

The next Plaque Presentation will be on October 8, 2007 for the Coca Cola Building (627 East Main Street).

**Next Meeting: September 26, 2007**

David Littleton made a motioned to adjourn the meeting at 5:31p.m. Larry Taylor seconded the motion and it carried unanimously.

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Robert Bone, Chairman

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Dianne Pacewicz  
Planner